

Onondaga County Public
*** Libraries**

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MINUTES
OCPL Board of Trustees' Meeting
January 15, 2020
Central Library, Board Room
4:00 p.m.

ATTENDING

V. Biesiada	J. Hurst-Wahl
T. Dodge	E. Kochian
S. Edelstein	C. Ondrako
R. Engel	M. Tucci

ABSENT

R. Manning	B. Morgan-Baker
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ALSO PRESENT

C. Zabriskie	D. Marmor
G. Cox	R. Maguire
R. Battelle	V. Massulik
M. Carter	A. Schiavulli
K. Coffta	A. Travis
D. Dell	M. Van Patten
C. Diede	G. Wisniewski
A. Horan	

WELCOME

Ms. Hurst-Wahl called the meeting to order at 4:00 p.m.
The Board introduced themselves and what specialties they bring to the Board.

REMINDERS

Ms. Hurst-Wahl reminded everyone on the importance of the following 2 items:

- Open Meetings Law Adherence
- Confidential Information Discussions

CONSENT AGENDA

Mr. Dodge moved the consent agenda, which includes absences and the minutes from the December 18, 2019 meeting.
Mr. Kochian seconded, motion passed unanimously.

NYS LIBRARY

Ms. Hurst-Wahl covered the approval letter that was sent to the Board for the hiring of Christian Zabriskie.

Motion

Resolution: 20-01

Ms. Biesiada made the following motion:

Resolved, that the OCPL Board of Trustees appoints Christian Zabriskie to the position of OCPL Executive Director for the sum of \$106,936.

Mr. Kochian seconded, the motion passed unanimously.

INTRODUCTION

Ms. Hurst-Wahl introduced Mr. Zabriskie. Mr. Zabriskie gave some background history about himself and mentioned how honored and excited he is to be part of this organization.

EXECUTIVE DIRECTOR'S REPORT

Mr. Zabriskie gave an update on the following topics:

Statistical Data: Mr. Zabriskie mentioned he is in the process of pulling together more statistical data for the Board and he would like to know what is most useful to them.

MOU (Memorandum of Understanding): Mr. Zabriskie met with the committee and they decided to slow down a bit and take a longer look at the system's budget.

Polaris Receipts: Mr. Zabriskie stated they turned on the Polaris feature that tells a patron how much they have saved by using the library on the bottom of their checkout receipt.

Ms. Marmor gave an update on the following:

Personnel:

- Acquisition Manager: Ms. Giardina will be retiring on January 17th. Ms. Hayduke has been reassigned to this position.
- Librarian III positions: working on getting them filled, so we will have a manager located at each branch.
- Children's Librarian I-Beauchamp: interviews are underway

PRESIDENT'S REPORT/ DISCUSSION

Ms. Hurst-Wahl spoke about the three items she personally would like to focus on for this year.

- Sustainability: discussing ways to keep our libraries sustainable
- Visibility: the various ways we can be more visible as a library
- Training: to ensure all library boards receive 2 hrs of training per year.

Data Information: Ms. Hurst-Wahl asked what data the Board is looking for in order to move the library forward. She reviewed an example handout she provided to the Board.

Mr. Edelstein provided his thoughts on the topic and agreed a good starting point would be to begin with the director's objectives and where the Board would like to see things go as a measure. The data information can include expectations for each item we would like to target.

Mr. Kochian suggested inquiring with other libraries in other states on what data they measure that helped them to move forward.

Resolution: 20-02

Ms. Tucci moved the following motion:

Resolved, That the OCPL Board of Trustees approves to remove Edward Kochian, former OCPL Board President and Janet Park, former Executive Director; add Christian Zabriskie, OCPL Executive Director and Jill Hurst-Wahl, OCPL Board President; and retain Dawn Marmor, Administrator for Public Services; Mark Carter, Administrative Director; and Christina Ondrako, OCPL Board Treasurer authorized to sign checks drawn on the Trustees accounts including, the transfer of funds to/from all Trustees accounts.

Mr. Kochian seconded, the motion carried unanimously.

OCPL SYSTEM REPORTS

1) MOU Committee:

Mr. Kochian stated they are 99% complete on the language and it is now down to understanding the numbers and the structure of the chargebacks to each location. Mr. Zabriskie mentioned he has offered to make himself available to the other library boards to have conversations with them, if they so desire. All of the suburban library boards will need to approve the MOU once completed.

Committee members are: Meg Van Patten, Baldwinsville; Glenna Wisniewski, Liverpool; Amanda Perrine, Camillus; and Amanda Schiavulli, OCPL; Wayne Chase, NOPL Board member; Martha Lollis, Marcellus Board member; Dane Dell, OCPL; Mark Carter, OCPL and Edward Kochian, OCPL Board member.

2) OCSLD (Onondaga County Suburban Library Directors):

Ms. Travis inquired on what types of data the OCPL Board is looking for from the suburban libraries to report on each month. She gave a handout on what NOPL provides to their Board regarding stats, outreach and partnerships. OCSLD meets every other month and Member Council meets on the opposite months.

3) Transit Report:

Mr. Dell reviewed the transit report to the Board. There was a discussion on retrieving more accurate data for this report.

4) Budget:

Mr. Carter explained the December monthly report doesn't include the final numbers for the 2019 FY, since the County is still working on year end information.

5) DMB (County Department of Management and Budget):

OCPL administration meets with DMB once a month for fiscal and VRRS reviews along with anything else that relates to the fiscal office.

BOARD COMMITTEE REPORTS

Finance

No report.

Strategic Planning

Ms. Hurst-Wahl spoke about the survey Ms. Morgan-Baker sent out for the Board's review and feedback.

Government Relations

Mr. Dodge reviewed the past and future activities of the committee.
Reminder: Advocacy day is February 25th. CLRC is providing a bus for this event for \$20.00, if someone doesn't want to drive themselves.
Committee members are: Tim Dodge, OCPL Board Christian Zabriskie, OCPL; Marc Wildman, CLRC, Glenna Wisniewski, Liverpool; Scott Kushner, LaFayette, Kathy Coffta, OCPL; Renate Dunsmore, White; and Amanda Schiavulli, OCPL.

Board Development

Board Training: Ms. Hurst-Wahl reported that training with Jerry Nichols has been set for May 1st for member library boards and directors and May 2nd for the OCPL Board.
Board Recruitment: Ms. Hurst-Wahl would like to have the Board send some suggestions to County Executive for the 2 board vacancies.

Other Reports

City Libraries: Ms. Marmor thought it would be nice to highlight one particular branch

each month to report on to the Board.

Policies: Ms. Hurst-Wahl suggested the review of our policies.

Mundy: Ms. Maguire shared a letter written from a young girl about her father and her being able to reconnect with long lost family via Facebook because of the use the of the library's tech backpacks service.

FOCL

Ms. Biesiada mentioned the FOCL executive director's position has been posted. Ms. Hurst-Wahl stated that Ms. Morgan-Baker will be the OCPL Board liaison for FOCL.

ADJOURNMENT

Mr. Dodge moved to adjourn the meeting.

Mr. Kochian adjourned the meeting at 5:10 p.m.

Gail M. Cox

Administrative Assistant

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Phone 315-435-1900 Fax 315-435-8533 www.onlib.org Christian Zabriskie, Executive Director

Beauchamp Branch * Betts Branch * Hazard Branch * Mundy Branch
Paine Branch * Petit Branch * Soule Branch * White Branch